

**Wyoming Department of Agriculture
Annual Report
FY2008**

Director: John Etchepare

Mailing Address: 2219 Carey Avenue, Cheyenne, 82002

Other locations: Analytical Services in Laramie, State Fair in Douglas, Weights and Measures Lab in Cheyenne.

Web Address: <http://agriculture.wy.gov>

Agency Contact: Karen Everett, Administrative Services Manager, 777-6575

Statutory References: Chapters of Wyoming Statutes Titles 11, 35, 40, and 41 as well as Wyoming Child Care Licensing Rules (Chapter 10); Grade A Pasteurized Milk Ordinance; and Federal Meat Inspection Act.

Clients Served: Consumers (safety of our food, water, and environment, integrity of weights and measures, agricultural and natural resources policy)

Budget (Expenditures for FY08): \$13,262,000 (approximately) from an appropriated biennial budget of \$28,366,897 (\$21,975,074 general fund and the balance from federal or other sources).

Wyoming Quality of Life Result:

Wyoming state government is a responsible steward of state assets and effectively responds to the needs of residents and guests.

Wyoming natural resources are managed to maximize the economic, environmental, and social prosperity of current and future generations.

Contribution to Wyoming Quality of Life:

The Wyoming Department of Agriculture (WDA) strives to protect our citizens and our environment through numerous programs and functions exemplified by these performance measures: customer service; education; and program management, coordination, and oversight.

Basic Facts:

WDA has six divisions with 96 employees, of which 9 are part-time and over 40 deployed around the state:

Administration: provides management and support to WDA divisions;

Analytical Services: performs chemical and bacteriological analyses of compounds, elements, microorganisms, and contaminants;

Consumer Health Services: regulates and trains for consumer protection in Wyoming's food and environmental health industries;

Natural Resources and Policy: reviews, analyzes, monitors, and comments on natural resource issues;

State Fair Park: manages the facilities of State Fair Park for the citizens of Wyoming, offering year-around options for use as well as the annual State Fair;

Technical Services: regulates the compliance of state-produced commodities (both agricultural and mineral) and licenses and trains agricultural users for compliance with state and federal regulations.

In addition, the Department supports activities of three affiliate organizations: Wyoming Ag in the Classroom (WAIC), Wyoming Beef Council (WBC), and Wyoming Wheat Marketing Commission (WWMC).

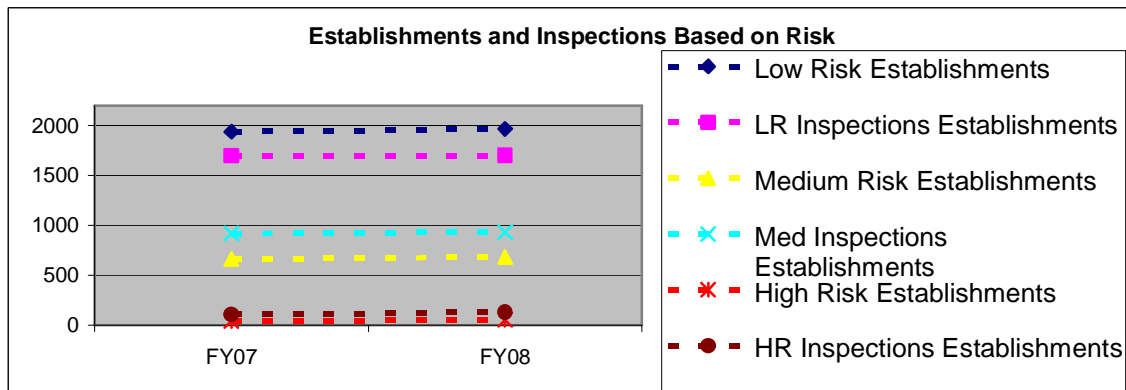
The WDA's main functions are customer service; education; and program management, coordination, and oversight. All divisions and affiliate organizations strive to offer Wyoming's citizens exemplary

customer service; all divisions offer education for consumers and agricultural producers as well as professional development for staff; we share in the coordination and management of a diverse group of programs serving agriculture in Wyoming including 11 state boards, 34 conservation districts, 23 weed and pest districts, and 23 county predator/animal boards/commissions in addition to our affiliate organizations (WAIC, WBC, WWMC).

Performance Measure #1 Is Customer Service:

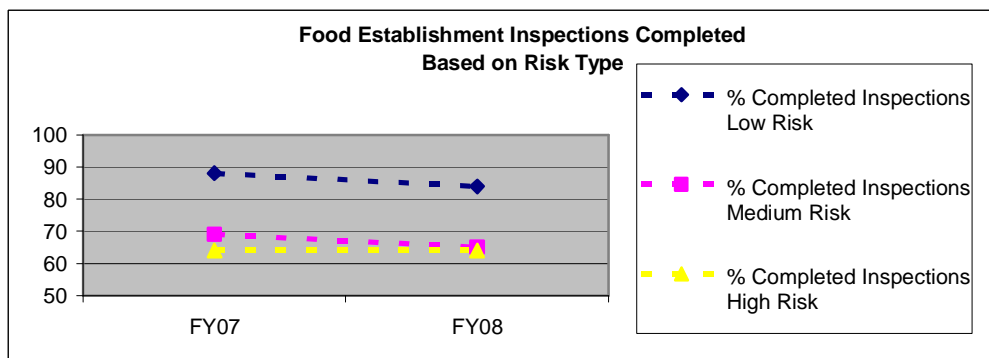
WDA's service to the citizens of Wyoming includes regulatory functions, i.e., inspections. Consumer protection and safety are primary inspection concerns in Consumer Health Services (CHS) and Technical Services (TS) divisions. Starting in FY07, both divisions use consumer risk to set inspection frequencies.

For instance, food establishment inspections are based on the type of food preparation procedures, past history of outbreaks, and food safety training for personnel. The inspection frequencies are broken down into once a year inspections (low risk), twice a year inspections (medium risk), and quarterly inspections (high risk).



Because of staff shortages, the trend shows an increase in the percentage of inspections not completed for low and medium risk establishments due to the time spent on high risk inspections; the percentage of completed high risk inspections remaining constant.

However, as the following chart illustrates, more establishments are rated "low" in risk:



Story behind the last year of performance:

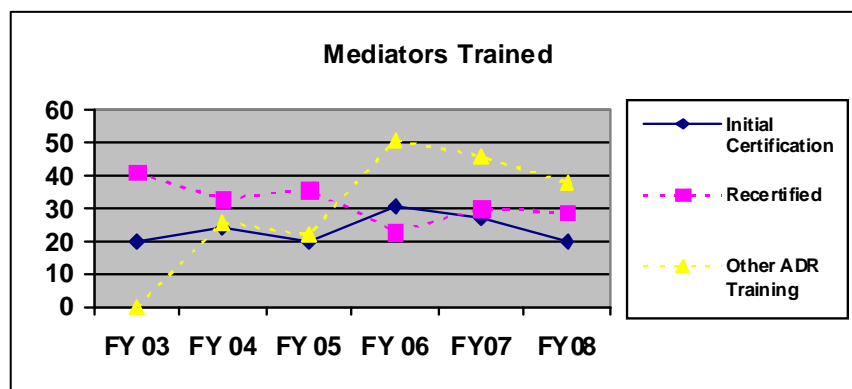
While inspectors are not able to accomplish all potential inspections, this risk-based system assists inspectors in prioritizing their workloads.

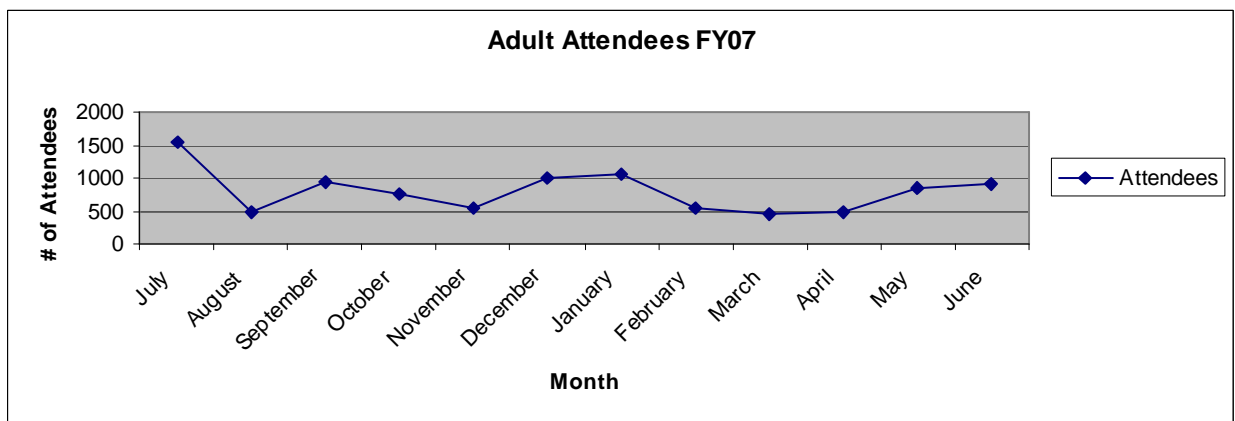
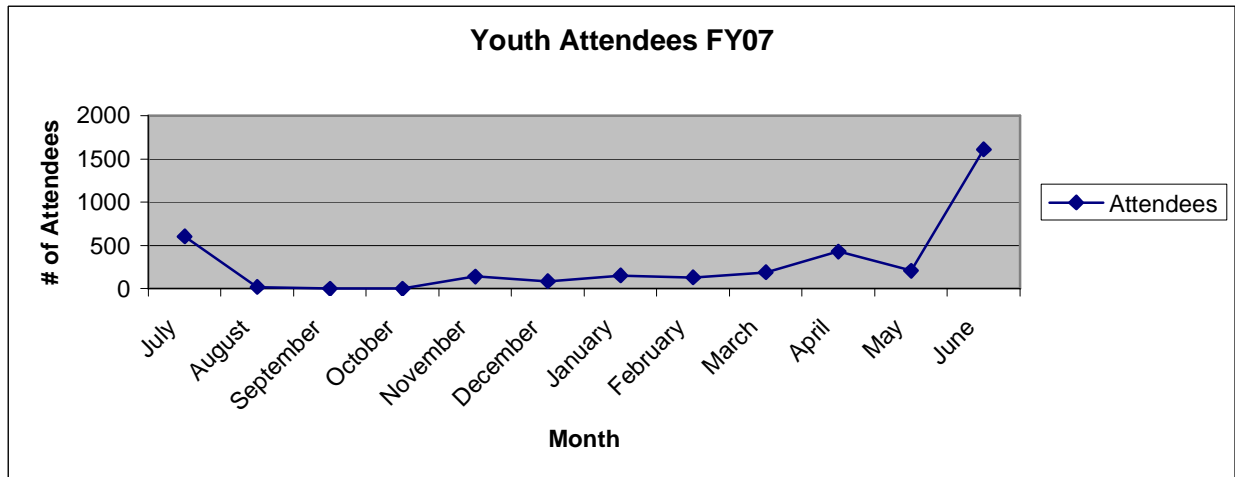
What has been accomplished?

- The WDA implemented an 800-number “hot line” for consumer issues.
- Customer survey by the Analytical Services Lab (ASL) found a 4.48 satisfaction rate on a 5-point scale with a 54% return.
- The legislature funded the replacement or addition of new instrumentation and staff training on that equipment which helps improve the lab’s processing time of samples.
- Following a USDA audit of meat processing, CHS has created an action plan to make corrections based on the findings. CHS has also requested an additional inspection position to assist with increased inspection workloads.
- CHS opened an AWEC search for a Hazard Analysis Critical Control Point (HACCP) coordinator to provide HACCP training for meat and food processing/food handling establishments.
- Natural Resources and Policy participated in a variety of policy development projects involving Wyoming’s agriculture and natural resources.
- State Fair Park completed a horse stalling building and several enhancements to electrical and HVAC systems at State Fair Park facilities.
- TS implemented a new inspection and licensing database system.
- Proposed statute revisions governing TS inspections and Analytical Services’ fuel quality standards will go before the Joint Ag committee in September 2008 for consideration by the 2009 legislature.

Performance Measure #2 Is Education:

Our educational programs range from policy analyses of federal projects to showcasing agriculture at State Fair, from consumer protection education to safety training and other forms of staff development. Two measures of our educational efforts follow: mediation training and State Fair usage/attendance the year-around for various programs or presentations:





Story behind the last year of performance:

The WDA sponsors both internal (staff) and external (general public) educational events. External education includes mediation training to resolve disputes among agricultural producers and workshops on food safety for establishment employees. State Fair Park showcases agricultural education year-around. We conduct outreach seminars on rangeland management, coordinate natural resource tours, and provide written responses to federal and regional natural resource issues, and train staff on new techniques for testing or regulation of agricultural products. Internal education includes professional development and technical training.

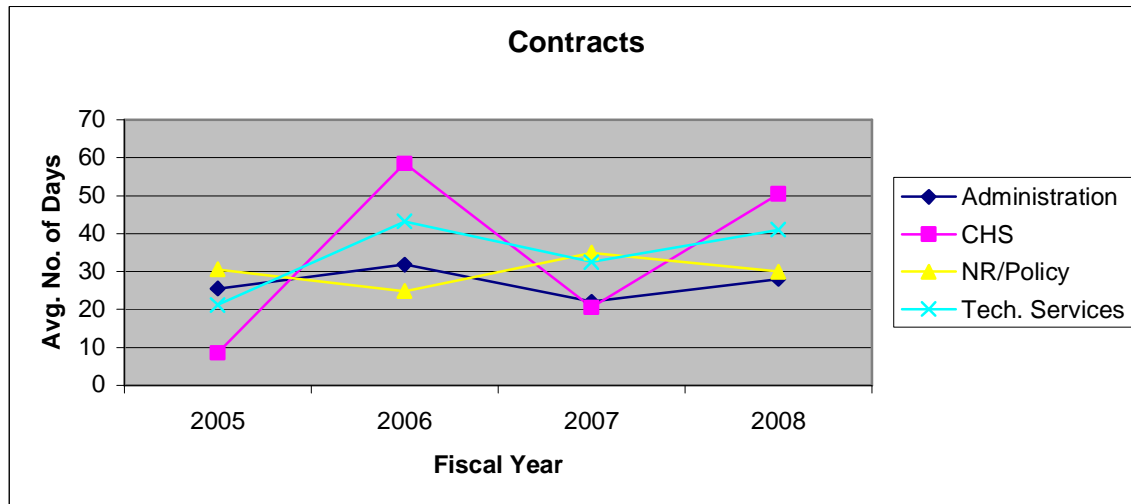
What has been accomplished?

- All divisions sponsored technical, computer, and safety training events as well as cross-training opportunities for employees. For instance, Analytical Services' new equipment purchases include the cost of staff training. WDA staff members participated in "soft skills" training at the WDA annual employee conference and are invited to participate in monthly "brown bag" staff seminars.
- CHS continues to offer food safety and environmental health seminars for the establishments and the general public.
- CHS and TS have on-going technical and safety training for their staff members.
- CHS and NRP continue to publish their own newsletters for their constituents.

- Natural Resources and Policy offered training on a variety of natural resource issues including the sage grouse issue, range management, and reclamation.

Performance Measure #3 Is Program Management, Coordination, and Oversight:

The WDA continues to work with and coordinate 11 state boards and assists 34 conservation districts, 23 weed and pest districts, and 23 county predator/animal boards. One performance measure is the turn-around time on the creation of contracts which requires cooperation among a variety of boards or agencies and the WDA.



Story behind the last year of performance:

The WDA's divisions provide coordination and leadership for a variety of constituent groups state-wide. Aware of its responsibilities, the divisions continue to grow strategies to meet agriculture's needs and skills to implement those strategies.

What has been accomplished?

- All divisions participated in a revision of the WDA website in order to present our programs to the public more effectively.
- Proposed statute changes include the following: draft proposals for the Weights and Measures statute revisions and the Petroleum Products Standards Law have been presented to the public for comments and will be proposed for action by the 2009 Legislature; a cottage industry bill has had public comment and will be proposed for action by the 2009 Legislature; the pesticide statute revision has begun and will be proposed for action by the 2011 Legislature.
- All divisions struggled with budget allocations this past year, including staff shortages and increased fuel and per diem costs. The WDA's supplemental budget requests to the 2009 legislature attempt to address these issues.
- With over 300-plus contracts/MOUs, Administration reorganized job duties to dedicate one person to this process to improve working relationships among constituencies, turn-around time, and tracking of performance measures in the contracts/MOUs.
- Administration also created new databases to track training, performance appraisals, inventory, and the Ag Directory contacts.
- ASL improved the coordination of its testing with CHS and TS divisions. Internally, ASL continues to seek ways new methods or efficiencies in its organization.
- CHS continues to collaborate with the Department of Health on food and water borne illnesses; on-going bioterrorism and pandemic issues have increased CHS' training for staff.

- NRP continues to initiate or coordinate monitoring, mitigation, and reclamation proposals and projects.
- State Fair reorganized its advisory board to include five subcommittees in order to become more efficient as a board and use the board members' skills more effectively.

Wyoming Department of Agriculture

